

*approved 4-17-06*

**OCONEE COUNTY LIBRARY BOARD  
MINUTES OF THE QUARTERLY MEETING  
JANUARY 23, 2006**

The meeting was called to order by Vice-Chairman Art Zimmerman. The quorum present consisted of the following: Ginger Griffith, Jerry Studdard, Jim White, Art Zimmerman, Dorothy Peltier, Janet Stratton, Deann Craft, Alice Vernon, Phyllis Luke. Also present were Kathryn Ames, Judy Atwood, and Debbie Thrasher. Absent were Billy Porter, Doris Firth and Marty Lawrence.

Debbie Thrasher announced three new board members: Jerry Studdard, Dorothy Peltier, and Marty Lawrence. Janet Stratton made the motion to approve previous minutes. Seconded by Alice Vernon. All approved.

**BRANCH MANAGERS REPORT**

Debbie presented the books donated to the library in honor of Elaine Brown and Ray Billings for their years of service on the library board.

In October the library friends sponsored our Family Fun Day. It was a huge success with over 400 participants and 55 volunteers.

Computer classes were popular this quarter. Blair Weaver presented a senior class series that was well attended. He will be presenting more classes as requested from his attendees.

We are now displaying a Reader's Advisory bulletin board and book table, with different themes twice a month. We have received a lot of feedback from the patrons, who are enjoying them.

During National Children's Book week, we held a poster contest for children to illustrate their favorite books.

Jessie Johnson, Cynthia Jameson and Debbie Thrasher presented storytelling at all the local elementary schools. In addition to our regular storytimes, we began a new program, "Read to Rover." Beth Walker of Sugar Creek Kennels is bringing her therapy dog, Macon, for the children to read to him.

We hired our two part-time Young Adult Coordinators, Erin Williams and Megan Milford. They are busy planning activities for the young adults for the year.

Debbie made a presentation to the Board of Education, emphasizing the partnership between the schools and libraries. Janet Stratton and Doris Firth also attended.

In December the library friends entered a float in the Watkinsville Christmas Parade. The Oconee Co. Library Friends held a Christmas Dinner for all employees. Over 121 children enjoyed a evening with Santa. They talked with Santa and had their pictures made. Jessie told stories, sang songs and had arts and crafts.

Cynthia Jameson and Debbie Thrasher attended a training session for our new system of receiving new books. Vendors will begin shipping directly to the branches, which will speed up the process of getting new books.

**REGIONAL DIRECTORS REPORT**

Kathryn Ames reported on the budget, which comes in at 50%. Advertising was over budget, as we had to advertise for several positions. There is currently a balance in the gift account. If it is not used, it will go into the reserves.

If the FBI or a security agency shows up with a letter demanding a record of a patrons library use, we are obligated to turn over records without any discussion. Kathryn noted that the state library is keeping pines records and she would like to request that they cease.

When people request their credit reports, they are finding their library fines are being reported. It is only listed on your credit report after 3 letters and a bill, plus additional attempts to collect have been exhausted.

Kathryn Ames and Janet Stratton will attend Legislative Day on Tuesday, January 24<sup>th</sup>.

Kathryn showed us a letter that can be used if the county level of support drops. In order to receive state money, it must equal last years.

### **FRIENDS REPORT**

The Oconee County Library friends approved \$500 for the local summer reading program. They are planning a yearly book sale in June. The friends participated in the Watkinsville Christmas parade. They handed out 1,000 bookmarks. The friends also had a booth at the Watkinsville fall festival. They sold t-shirts and tote bags. They will produce 4 newsletters a year and are currently having a membership drive.

The Bogart Library friends have recently elected joint presidents, Laura Kent and Melanie Hollis. They have also dedicated \$500 for the summer programming. The next planned event is "Meet the Author" with Gail Karwoski on February 11.

### **OLD BUSINESS**

An update on the SPLOST project for the libraries expansion. It has been pushed back to 2009. Next year we will need to prepare a pre-application showing intent. That will provide us with extra time to look at our long range plans.

Janet Stratton moved to eliminate the treasury position from the constitution. Article 5 will now read chair, vice-chair and secretary. Jerry Studdard seconded. Motion approved.

Jerry Studdard stated that the by-laws, article 3, section 2, "meetings" needs to be changed. The chairman needs to have the authority to change the time and place. Correction will be made and distributed for approval at the next meeting.

### **NEW BUSINESS**

A finance committee was nominated consisting of Doris Firth, Janet Stratton and Dorothy Peltier. Motion made to accept was made by Jerry Studdard. Seconded by Jim White. Motion approved.

Health insurance has increased 2.5%. Part-time employees hours to be worked in order to received benefits have dropped from 19 to 17 ½. We will add additional expense to our budget.

Ginger Griffeth asked about plans for wireless network in the library. We are now ready to proceed.

Meeting was adjourned. Next meeting will be April 17<sup>th</sup> at the Bogart Library at 4.30.

Respectfully submitted, Deann Craft

*approved  
7-17-06*

**OCONEE COUNTY LIBRARY BOARD  
MINUTES OF THE QUARTERLY MEETING  
APRIL 17, 2006**

The meeting was called to order by Chairman Doris Firth. The quorum present consisted of the following: Janet Stratton, Art Zimmerman, Ginger Griffith, Dorothy Peltier, Deann Craft, Jim White, Jerry Studdard, Phyllis Luke and Doris Firth. Also present were Kathryn Ames, Judy Atwood and Debbie Thrasher. Absent were Billy Porter, Alice Vernon and Marty Lawrence. Jim White made the motion to approve previous minutes. Seconded by Ginger Griffith. All approved.

**BRANCH MANAGERS REPORT**

We have kicked off our new program for young adults, Café YA. We have been averaging 3 or 4 programs a month. We are getting program ideas from those attending.

Adults have had computer classes at both libraries. Blair Weaver has offered a class using Microsoft Photo Story 3 that has been requested and we also had a class on genealogy. Read to Rover featuring our therapy dog "Macon" is very popular and is now being offered in Bogart also.

To celebrate Valentines Day, Watkinsville had a program "Tunes of Love tales of Lust" performed by Noel Holsten and Marty Winkler. Bogart had "Love a Book, Love an Author" featuring local author, Gail Karwoski.

The AARP began their free tax help.

We had a art show in the Watkinsville auditorium showing the oil paintings of Margaret Agner and Mike Spronck. Another display featured paintings by Joe Havasy.

The children's department celebrated Dr. Seuss' Birthday., with 56 attending the party and games.

We met with Melvin Davis to finalize budget requests. The public budget hearings were held in April.

Debbie Thrasher attended the National Conference of the Public Library Association in Boston. She attended several workshops and met authors.

**REGIONAL DIRECTORS REPORT**

Kathryn reported that we have done a great job with our new programs for young adults. Only 14% of public libraries had dedicated staff for young adults.

She reported that 75% of the budget has been received and expended, so we are right on track. Advertising was under budget and computer expenses were over.

She introduced the theme for the summer reading program "Once Upon A Time".

The Library system received \$2 million in the state budget. The senate awarded us \$1 million and the House \$1 million. Our portion of this will be a flat amount and also some per capita.

Sally Reed will be at the Decatur Library on November 17<sup>th</sup> for a day long program on the Friends of the Library. Kathryn urged everyone who could to attend.

Kathryn informed us of a phone call she received from a grandmother whose fifteen year old granddaughter checked out a R rated video at the library. The granddaughter also had been chatting on line with a 22 year old. She was threatening to call the newspaper as no one on the staff said anything

to her. After discussion, it was decided that Kathryn would write a letter to the lady stating that the libraries policy was that parents or guardians are responsible for policing what their children read or view at the library. She will let the lady know that we are very concerned and will place a sign regarding our policy so that parents will be reminded that it is ultimately their responsibility.

We also discussed the smart filter topics the board had voted on to block. The chat rooms are one topic we had blocked but people can get around the blocks. Debbie Thrasher recommended to the board that chat rooms be unblocked. When patrons need to get on legitimate chat rooms, it is time consuming for the staff and leaves the computers vulnerable. It was decided to table her request till the next meeting.

The bookmobile will run its last run the end of this month. Our vehicle is no longer safe to be on the road and a new one will cost about \$100,000.00. The courier van will be used for homebound deliveries.

## **FRIENDS REPORT**

The Watkinsville friends are currently undergoing a membership drive. Their Thursday Nite Live program featured Vince Dooley. He gave a very interesting talk on UGA. He also signed his books and they were also for sale. Everyone had a great time. April 4<sup>th</sup> was library appreciation day. They presented the staff with Gerber daisies. A book sale is planned for May 18-24. They are going to supply Café YA with snacks and supplies in \$200 increments.

The Bogart friends received \$1,000 from the Bogart Fall Festival. It will be used to pay for summer programming starting with "Snakes Alive" on May 31. The city of Bogart will let us use the community center for three of our summer programs. Cynthia Jameson will attend the Georgia Children's Literature Conference at UGA on Friday, April 21. Her program will be on WWII, "Children of a Warring World". She will also attend the Expo in New York again this summer.

## **OLD BUSINESS**

Jim White talked with Bogart mayor, Jan Thurmond. Debbie Thrasher talked with Watkinsville mayor, Jim Luken. The budget level will remain the same and Watkinsville will again fund \$3,000 for the summer intern position. Debbie also talked with the Board of Education to try to get the same level of funding as last year.

The health insurance for part time employees who now work 17 ½ hours was asked for, as part of the budget. We will address at next meeting if it is denied.

## **NEW BUSINESS**

Debbie Thrasher announced that there is a 99% chance that she will be leaving the first of May. Her husband is a Methodist minister and will likely be transferred. She will find out the end of this week. Kathryn Ames said that if Debbie leaves, she will transfer someone from Athens to oversee our libraries through the hectic summer reading program. The board enjoyed working with Debbie and will certainly be missed.

The next meeting will be July 17<sup>th</sup> at the Watkinsville Library at 4.30.

Respectfully submitted,

Deann Craft

*approved  
10-16-06*

**OCONEE COUNTY LIBRARY BOARD  
MINUTES OF THE QUARTERLY MEETING  
JULY 17, 2006**

The meeting was called to order by Chairman Doris Firth. The quorum present consisted of the following: Janet Stratton, Ginger Griffith, Dorothy Peltier, Deann Craft, Jim White, Jerry Studdard, Phyllis Luke, Doris Firth, Billy Porter, Alice Vernon and Marty Lawrence. Also present were Kathryn Ames, Judy Atwood and Clare Auwarter. Absent was Art Zimmerman. Jerry Studdard made the motion to approve previous minutes. Seconded by Jim White. All approved.

**BRANCH MANAGERS REPORT**

Debbie Thrasher has resigned her position as Branch Manager, due to moving because of her husband's job. On May 22, Clare Auwarter began working with Debbie, so that she could assume her position for the three month summer reading program. Clare comes from the Athens Regional Library. Other personnel changes include Phyllis Brooks, who is retiring, Jessica Billings will fill the summer intern position and LuVerne Hoover will fill Jessica's former position..

The summer reading program is off and running. We have had wonderful attendance at our special children's programs. Keith Karnok's magic show and the Snakes Alive programs were big hits at both libraries. The Young Adult program has had several fun programs for our teens. For the adults there was a Genealogy Expo. Blair Weaver conducted a 4-week Power Point class.

Cynthia Jameson attended the Book Expo in Washington DC. She brought home to the Bogart Library two boxes of autographed copies of new books.

**REGIONAL DIRECTORS REPORT**

Kathryn Ames reported that staff attended workshops on "Porn in the Library" and "Lewd Acts in the Library". She would like everyone to be assured that the staff is trained to deal with potential problems and the Sheriff's Department is right next door. Filters are in place, but a patron can ask that they be removed to visit a legitimate site. The computer lines for wireless access will be installed shortly. These will also have filters.

The bookmobile is inoperable so it has been parked. A grant at the end of the fiscal year provided funds for a Dodge Van. It will be used for homebound deliveries..

Kathryn is serving on the Regions Advisory Board. They are researching on library funding problems. There are 33 regional systems in the state.

The Athens Regional Library is getting a 20,000 square foot addition, funded by SPLOST.

The state has given the library materials a 2 million dollar grant. In Oconee county that means an additional 18 cents per capita for a total of 53 cents per capita. That should give us \$16,040.00 divided between the libraries. Watkinville 75% and Bogart 25%.

**FRIENDS REPORT**

The Watkinville Friends group hosted Debbie Thrasher's farewell get-together. She received roses and \$200 to buy books for the library in her honor. The friends booth at the Oconee County Fall Festival has been approved. They have also purchased an ad in the Oconee County Guide. A Scholastic Book Fair was held in May.

**OLD BUSINESS**

Debbie Thrasher has been paid through the month of June and for her accrued vacation time. The budget has been approved and the staff will receive a 2 ½ % increase. The part-time employees who work 19 hours will be able to keep their hours and the employers share of health insurance will be paid. New part-time employees will be kept at 17 ½ hours.

Doris Firth adjourned the regular meeting . She then called an executive session to discuss the hiring of a Branch Manager.

Kathryn Ames has received 25 applications. There are 5 outstanding candidates. She will be calling references. For the interview process, she will bring each applicant on a tour of both libraries. An informal lunch will be held for employees and board members to get to know the candidates. She requested that board members who could commit to attending all the interviews ,be present while she interviews them. Tentatively the interview dates will be August 2,3,4 or 7<sup>th</sup> from 5 to 6 pm

The next meeting will be October 16<sup>th</sup> at the Bogart Library at 4.30.

Respectfully submitted.

Deann Craft

*approved  
1-8-07*

**OCONEE COUNTY LIBRARY BOARD  
MINUTES OF THE QUARTERLY MEETING  
OCTOBER 16, 2006**

The meeting was called to order by Chairman Doris Firth. The quorum present consisted of the following: Doris Firth, Dorothy Peltier, Jim White, Jerry Studdard, Alice Vernon., Ginger Griffeth, Phyllis Luke, Alice Vernon and Deann Craft. Also present were Kathryn Ames, Judy Atwood, Clare Auwarter and guest Brian Hawkins. Absent were Art Zimmerman, Billy Porter and Marty Lawrence. Alice Vernon made the motion to approve previous minutes. Seconded by Ginger Griffeth. All approved.

**BRANCH MANAGERS REPORT**

Clare Auwarter reported as Branch Manager for her first meeting. We have hired two new Young Adult Coordinators, Kate Daley-Bailey and Elizabeth Steere. Diane Cronin will be working part-time at the circulation desk. Clare met with Alan Theriault about the SPLOST funds. He told her that we need to compile a prioritized list of improvements for both libraries. The vacation reading program had 1,000 children registered and more than 2500 attended library programs. Everyone enjoyed the end of the summer party. Our libraries were closed over labor day weekend to go online with the new PINES circulation and online catalog system.

**REGIONAL DIRECTORS REPORT**

Our budget for the first quarter is in line at 25%. We have \$2,000 budgeted for new shelving. A big expenditure for this quarter was getting the wireless internet set up.

Kathryn announced that the Athens-Clarke County Library Board presented a resolution to Clare Auwarter for her 20 years of service.

A digital library of Georgia called Georgia Homeplace is being prepared.

The Gates Foundation will be donating 22 new computers to the Watkinsville Library.

We are very pleased as computers will be on our SPLOST list.

Judy Atwater is holding interviews for a person to deliver to the homebound. Since we had to shutdown the bookmobile we will be working toward upgrading the home bound program. A new van will be used to carry crates of books, but people will not be allowed in it for insurance purposes.

The state had given \$2 million last year to the libraries for new books.(18 cents per capita)

This year we will ask them to continue with the "Buck For Books" and ask for an additional \$2 million. That would bring us to 35 cents per capita. Before budget cuts we were at 60 cents per capita, so that will bring us more inline with where we were.

The LSTA grant for \$48,000 will be used to purchase fiction and nonfiction throughout the system. Each of our libraries will receive \$3,300 to promote family literacy.

### **FRIENDS REPORT**

The Bogart friends prepared 5 gift baskets to raffle off at the fall festival. This fund-raiser

made \$301. Bogart is also giving "angel boxes" to the children to bring back filled with change. When brought back they can put a angel ornament on the tree. They will also do gift wrapping at Borders again this Christmas.

The Watkinsville friends purchased a DVD for the library. Their current fund-raiser is "collect a mile of pennies". The schools are participating and they will tally how much money it totals by stacking the pennies.

In September author Darryll Huckaby was featured at Thursday Nite Live. He sold more books than any other author.

The friends are hosting Family Fun Day on November 4<sup>th</sup> from 10 to 1.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

Clare Auwarter is trying to set up a time to get the carpets cleaned at both libraries. Doris Firth suggested leaving the timing to Clare's discretion after she contacts the carpet cleaners and can schedule a time.

Jerry Studdard and Alice Vernon will make up the nominating committee. They will need to nominate a Chairman, Vice Chairman and Secretary.

Clare went over the goals for the libraries that had previously been prepared by the library board. She will send copies to board members since several had not been on the board when goals were set.

Doris Firth adjourned meeting. Next meeting will January 8<sup>th</sup> at 4.30 at the Watkinsville Library.

Respectfully submitted,

Deann Craft